

KENDAL TOWN COUNCIL

Notice of Meeting

ENVIRONMENT & HIGHWAYS COMMITTEE

Monday, 9th March 2020 at 7.00 p.m.
in the Mayor's Parlour, the Town Hall, Kendal

Committee Membership (9 Members)

Jonathan Owen (Chair)	Eamonn Hennessy (Vice Chair)	Giles Archibald
Susanne Long	Shirley Evans	Julia Dunlop
Jonathan Cornthwaite	Adam Edwards	Chris Rowley

AGENDA

1. APOLOGIES

2. PUBLIC PARTICIPATION

Any member of the public who wishes to ask a question, make representations or present a deputation or petition at this meeting should apply to do so before the commencement of the meeting. Information on how to make the application is available on the Council's Website - <http://www.kendaltowncouncil.gov.uk/kendal-town-council/statutory-information/guidance-on-public-participation-at-kendal-town-council-meetings/> or by contacting the Town Clerk on 01539 793490.

3. DECLARATIONS OF INTEREST

To receive declarations by Members and/or co-optees of interests in respect of items on this Agenda

[In accordance with the revised Code of Conduct, Members are required to declare any Disclosable Pecuniary Interests (DPIs) or Other Registrable interests (ORIs) which have not already been declared in the Council's Register of Interests. Members are reminded that it is a criminal offence not to declare a DPI, either in the Register or at the meeting. In the interests of clarity and transparency, Members may wish to declare any DPI which they have already declared in the Register, as well as any ORI.]

4. MINUTES OF MEETING HELD ON 13TH JANUARY 2020 (SEE ATTACHED) AND MATTERS ARISING (NOT OTHERWISE ON AGENDA)

5. PROJECT MANAGER'S REPORT (SEE ATTACHED)

6. BIO BLITZ EVENT – DISCUSSION RE INTENDED OUTCOMES

7. ABBOT HALL BEDS – DISCUSSION RE WILDFLOWER PLANTING

8. RAILING QUOTE APPROVAL

9. EXPLORE KENDAL SIGNAGE – DISCUSSION RE INSURANCE

10. 20'S PLENTY – ACTION CONFIRMATION

11. CITIZEN JURY UPDATE

KENDAL TOWN COUNCIL

12. **ITEMS FOR THE NEWSLETTER**
 - Summer 2020 Edition – deadline 12th June, publication 20th July
 - Autumn/Winter 2020 Edition – deadline 18th September, publication 26th October
13. **REVIEW OF SPEND AGAINST BUDGET 2019/20 (SEE ATTACHED)**
14. **ANY OTHER BUSINESS**
15. **DATE OF NEXT MEETING – MONDAY 11TH MAY 2020 AT 7PM**

Liz Richardson
Town Clerk

By e-mail/post to: Members of the Committee
 All other Councillors (agenda only, for information)

Please note that only Committee Members will receive the minutes and attachments, but that other Councillors may request a copy of any agenda papers. Any Councillor who is not a Committee Member may still attend the meeting, as an observer.

Members of the Press and Public are welcome to attend the meeting.

KENDAL TOWN COUNCIL

Environment and Highways Committee

**Monday 13th January 2020 at 7.00 pm
in The Mayor's Parlour, Town Hall, Kendal**

- PRESENT** Councillors Jonathan Owen (Chair), Eamonn Hennessy (Vice Chair), Giles Archibald, Susanne Long, Shirley Evans, Julia Dunlop and Adam Edwards
- APOLOGIES** Councillor Chris Rowley
- OFFICERS** Stacy Hurley (Project Manager) and Nicky King (Council Secretary)
- 713/19/20 PUBLIC PARTICIPATION**
- None.
- 714/19/20 DECLARATIONS OF INTEREST**
- None.
- 715/19/20 MINUTES OF THE MEETING HELD ON 26TH NOVEMBER 2019**
- The Chairman presented the minutes of the meeting held on 26th November 2019, which had been approved by full Council on 6th January 2020.
- It was proposed by Councillor Evans that the minutes be approved as a correct record. This was seconded by Councillor Archibald and carried with three abstentions.
- RESOLVED** That the minutes of the meeting of the Committee held on 26th November 2019 be accepted as a correct record.
- MATTERS ARISING** (Not on Agenda)
- 716/19/20 Kendal Experimental Traffic Order (Minute 608/19/20)**
- Councillor Archibald observed that at the last meeting "Members agreed it was difficult to provide the feedback CCC were requesting". He reminded Committee that the Traffic Order was originally at the request of KTC as part of work undertaken by the taskforce working on the Market Place. He felt Committee needed to respond further and asked for an update. Stacy advised she had spoken to Victoria Upton at CCC explaining that Committee were finding it difficult to provide feedback over and above the comments made at the meeting and made enquiries about the consultation process and CCC's own consensus. Their intention was to request that the Traffic Order become permanent.
- Councillor Archibald suggested Committee request sight of the consultation document. The Chair added that the opinion of Ward Councillors could also be requested to ascertain whether there are any particular problems within the Wards. Known problems appear

to have arisen during the period running up to the start of the Traffic Order and when the Order was first put in place. The problem regarding taxi parking was reiterated.

It was agreed that Stacy will request a copy of the consultation document along with further details. Councillor Long suggested she obtain guidance of what questions CCC have asked so the same questions can be asked of KTC Councillors to ensure similar feedback.

RESOLVED

That Stacy will request a copy of the consultation document along with further details from CCC so that comments from Ward Councillors to be requested.

717/19/20**Dark Skies Campaign – Minute 600/19/20**

Following the presentation at the last meeting Councillor Archibald had asked Johanna Korndorfer, Dark Skies Officer for Friends of the Lake District, to consider simple steps which all tiers of Government could do to assist the campaign. Stacy said Johanna was due to leave her role and understood she would be handing over to her successor shortly. Stacy will make contact and follow up.

RESOLVED

Stacy will make contact with Johanna Korndorfer and request an update.

718/19/20**PROJECT MANAGER REPORT**

The Project Manager presented the update for January 2020 which had previously been circulated. The following points were highlighted:

Castle Walkway

Expenditure of up to £1k had previously been agreed to repair the walkway adjacent to the ski slope. Stacy advised that a second site visit has revealed further decay. The rotten timbers are now revealing steel timbers and there has also been further land slippage. There will be an increased cost of up to £1.5k for the necessary repairs. Work has not yet started as permits are awaited from SLDC. It was noted that the new directional signage directs people to this walkway.

Tree Planter Cladding

A competitive quote had previously been obtained from Richardsons of Penrith, however they have requested a tub to use as a template and the practicalities of moving the existing tubs had stopped further progress. Stacy advised that the company who supplied the tubs have agreed to provide a tub on a sale or return basis. This means the tub can be delivered to Penrith in order for a prototype to be made at an approximate cost of £140. The total cost for all 9 tree planters will be just over £3k excluding installation. Committee agreed they were happy for the work to go ahead.

Kendal Boundary Signs

The four boundary signs on entries to Kendal are in need of repair (grinding back rusted areas, priming and repainting in situ) at a cost of approximately £1k. This item was taken out of the Development Fund list of bids and will therefore need to come out of the maintenance budget.

Defib at Oxenholme

Stacy has contacted First Responders to ask questions regarding typical ownership and liability of the phone box and defib. BT's public consultation runs until 26 Feb. The Post Office will close on 29 Feb and the defib will be put into storage after that. She has sought further clarification from Councillor Rathbone as to liability etc. He advised the group of Oxenholme residents would be looking for KTC to take on ownership. BT will take on electricity costs for 7 years but, whether they will retain the ownership and liability needs to be established. The project manager reminded members that if this cannot be completed before the end of the financial year, that there will be a requirement for the funding to come from next year's New Infrastructure budget.

It was noted that there were budgetary considerations to be made for the items above which Members would discuss later in the meeting when the Budgetary Control Statement was considered.

Members were advised that Stacy would finish in her role on 5th February when the Project Manager returns from her maternity leave. The Chair thanked Stacy for all her work in assisting the Committee.

719/19/20**PROPOSED DIVERSION OF PUBLIC FOOTPATH**

Committee considered correspondence from CCC regarding a proposed diversion of public footpath numbers 536008 and 536009 north of Laurel Gardens, Kendal. The Chair observed that this is preparatory work in readiness for a potential future housing development north of Laurel Gardens.

Committee noted the proposed diversion and had no comments to make. Members were pleased such notifications are being submitted to KTC for comment.

RESOLVED

That Committee note the proposed diversion of public footpath numbers 536008 and 536009 north of Laurel Gardens, Kendal without comment.

720/19/20**CUMBRIAN WILDLIFE TRUST PRESENTATION**

Stacy advised that she had met with Cumbrian Wildlife Trust, along with Councillor Hennessy, to discuss the possibility of a presentation re biodiversity. The Town Clerk had asked Committee to consider what they felt most appropriate, a presentation at a Full Council meeting, or an open meeting which could be attended by Officers, Councillors and other parties.

Following a general discussion Members agreed on an open approach. Stacy will look at potential dates for an evening meeting.

Councillor Archibald commented that invasive species is an emerging issue and one cause of biodiversity decline. Stacy will raise this issue with Cumbria Wildlife Trust to be included in the presentation. Councillor Hennessy said that Cumbria Wildlife Trust had offered a list of partnering organisations who it would be worthwhile inviting to the public meeting. He offered to follow up.

RESOLVED

That Stacy will look at potential dates for an open meeting to be held in the evening. This issue of invasive species to be raised with Cumbria Wildlife Trust as a potential topic. That Councillor Hennessy gain list of partnering organisations to participate in the open meeting.

721/19/20**2020/21 DEVELOPMENT PLAN PROJECTS**Biodiversity

Stacy informed Committee that a budget of £13.4k has been agreed for biodiversity in the next financial year, which incorporates previous green wall funding. She asked Members to be mindful that £7k remains from the LIP application, assuming LIP remain happy to fund alternative projects to the green wall. They have confirmed they are happy with £3k match funding for the ivy screening project. Proposals for all other alternative projects will be considered on a case by case basis. Committee were asked to start considering potential projects they would like to see delivered and a plan for a potential grant process should that be their preferred direction. It was agreed to add this to the agenda for the next meeting for further discussion. Councillor Long suggested there may be projects within Kendal Vision.

Councillor Archibald remarked that there was an opportunity to invite other parties such as the Rivers Trust to attend the open meeting. He suggested informing CCC, people working on invasive species etc and inviting them to spend a few minutes each explaining what they are doing to promote biodiversity. Councillor Hennessy suggested bat groups, butterfly groups etc be included and will follow up in this respect.

Stacy will contact Matt Williams of SLDC to inform him of Committee's plans.

RESOLVED

1. Stacy will inform Matt Williams of SLDC of Committee's plans in respect of biodiversity.
2. Potential biodiversity projects and grant process to be added to the agenda of the next meeting for discussion.

20's Plenty

Members were also informed that a budget of £12k is available from April 2020 for the 20's Plenty initiative. Question was raised as to how the project would be managed and whether this would be under the umbrella of the active travel group. The Chair replied that he was hopeful of Officer support and requested Stacy to clarify this with the Town Clerk.

Councillor Owen informed that the Town Clerk was engaging with Karen Johnson of CCC to make first steps.

Councillor Hennessy suggested an informal discussion be held with all interested parties as a first step. Councillor Archibald referred to information gained from the survey previously carried out and said it was important this be considered. Stacy will obtain the relevant information.

RESOLVED

1. Stacy to discuss officer support for the 20's Plenty project with the Town Clerk.
2. Stacy to obtain relevant information from the previous 20's Plenty survey.

722/19/20**ITEMS FOR THE NEWSLETTER**

Stacy advised that she had sufficient material for the spring edition of the newsletter. Suggestions were put forward for a future edition as follows:

- Councillor Hennessy reported that KTC have given Cumbria Wildlife Trust 400 trees and they will also be planting hedges in Birds Park.
- Article on poverty and details of projects underway by certain Councillors to help combat this problem. Stacy will start gathering information from Councillors with the view to include where space permits.

Councillor Archibald mentioned that SLDC will run a pilot scheme during the February half term. The scheme will provide meals for children who are on free school meals during term time. Details are being finalised, however he believed all primary schools will be given the opportunity to send children. Councillor Archibald will ask Suzie Pye to forward details to Councillor Evans.

RESOLVED

Stacy to begin gathering information from Councillors for a future article on poverty.

723/19/20**REVIEW OF SPEND AGAINST BUDGET 2019/20**

Committee reviewed spend against the current budget up to 31st December 2020.

Stacy advised that several requests for funding needed consideration (some of which had been raised earlier in the meeting) as follows:

- Maintenance work to benches - due to the Townscape Manager awaiting a shoulder operation in the next couple of weeks, maintenance work to 15-17 benches was unlikely to be carried out. Members were asked whether they wished to find alternative funding for this work. A quotation of £85-£95 per bench had been obtained from Different Strokes.

- Kendal Castle Walkway repairs – funding of £1.5k required (an increase from the previously agreed £1k)
- Badges on benches – the trial on 10 benches proved successful using screws to fix the badges in place. £625 is required to carry out the work to all remaining benches.
- Burton Road Bus Shelter – paving work is required at a cost of approx. £430.

Councillor Long requested funding for two projects as follows:

- Shortfall of between £112 and £187 for work to a section of wall at the junction of Lumley Road and Stonecross Road which, after some time, has now been designated as a public footpath. The total cost of the work is approximately £900.
- New bench at the bus stop on Wattsfield Road.

A general discussion ensued during which Members considered available budget. The Chair summarised and proposed the following expenditure:

- New Bench at bus stop on Wattsfield - £800
- Maintenance work to benches - £1,000
- Work to wall at junction of Lumley Road/Stonecross Road - £200
- Burton Road bus shelter paving - £430
- Bench badges - £625
- Kendal Castle Walkway - £1,638 (from Environment Reserve)

The proposal was seconded by Councillor Edwards and carried unanimously.

It was noted that funding for the Oxenholme defib had already been allocated.

Councillor Evans further proposed that funding of £1,100 for the refurbishment of boundary signs (discussed earlier in the meeting) be allocated from next year's budget. This was seconded by Councillor Archibald and carried unanimously.

RESOLVED

1. That Committee agree to the additional expenditure highlighted.
2. That funding of £1,100 for the refurbishment of boundary signs be allocated from next year's budget.

724/19/20

ANY OTHER BUSINESS

Environment Agency – Tree Removal

Councillor Archibald commented that when the EA remove trees as part of the flood defence work, there will be a large amount of wood available to use. He wanted to ensure KTC were engaged with the EA to be have the opportunity to consult on its usage. Councillor Hennessy will raise this matter at the subgroup meeting next week.

Councillor Edwards put forward a suggestion of utilising some of the wood from the trees to develop a sculpture trail. Councillor Long understood this idea was being considered by the subgroup.

RESOLVED

Councillor Hennessy to raise the matter of the use of wood following tree removal by the EA at the forthcoming subgroup meeting.

Gooseholme Bridge

The Chair reported good press regarding parapets from Gooseholme Bridge which have been reused elsewhere in the country.

SLDC Officer for Climate Change and Biodiversity

Councillor Archibald reported that SLDC are in the process of appointing a new officer who will be responsible for developing a Climate Change and Biodiversity Action Plan. Stacy will contact Dan Hudson to request an introduction.

RESOLVED

Stacy to contact Dan Hudson to request an introduction to the SLDC Climate Change and Biodiversity officer once in place.

BT Engineers Building on Sandylands

Councillor Edwards reported an ongoing problem with youths entering the engineers building behind Haytons. This was presenting a danger to youths. The Chair suggested that a complete list of such buildings which Committee would like to see removed be compiled with pressure being applied to the owners. He added that KTC Planning Committee may have some input in this respect. Councillor Edwards will liaise with the Chair of the Planning Committee.

RESOLVED

Councillor Edwards to liaise with the Chair of the Planning Committee regarding compiling a list of unused buildings Committee would like to see removed.

Explore Signs

Stacy raised the matter of the Explore signs which it had previously been agreed to take ownership of from SLDC. She had looked into insurance of the signs and reported that they are insured for 3rd party liability, however to ensure against damage there will be a £200 increase in premium. Stacy highlighted that the insurance budget for next financial year has been set so there may be a need to pay the first year increase via the committee's budget. SLDC have taken the decision not to insure against damage due to the cost in the past. Each sign costs £3,000 and the insurance excess is £100. Members were asked whether they wished to insure against damage. It was agreed to make a decision at the next meeting.

RESOLVED

Decision on whether to insure Explore signs against damage to be made at the next meeting.

Citizens Jury – Zero Carbon Project

The Chair advised that the crowdfunder window will be open for the month of February. There will be a key meeting of the Communications Group on 22nd January at 5.30pm in the Town Hall. Sector representatives will be invited to attend. The Chair commented that one positive of the project not being fully funded is

the level of public engagement that has arisen as a result of the crowdfunder.

725/19/20

DATE OF NEXT MEETING

Monday 9th March 2020 at 7pm.

The meeting closed at 8.41pm.

Summary of Information, Resolutions and Recommendations to Council

Min	Subject	Information/Resolution/Recommendation to Council	
716	Kendal Experimental Traffic Order	RES	That Stacy will request a copy of the consultation document along with further details from CCC so that comments from Ward Councillors to be requested.
717	Dark Skies Campaign	RES	Stacy will make contact with Johanna Korndorfer and request an update.
719	Proposed Diversion of Public Footpath	RES	That Committee note the proposed diversion of public footpath numbers 536008 and 536009 north of Laurel Gardens, Kendal without comment.
720	Cumbrian Wildlife Trust	RES	That Stacy will look at potential dates for an open meeting to be held in the evening. This issue of invasive species to be raised with Cumbria Wildlife Trust as a potential topic. That Councillor Hennessy gain list of partnering organisations to participate in the open meeting.
721	Biodiversity	RES	<ol style="list-style-type: none"> 1. Stacy will inform Matt Williams of SLDC of Committee's plans in respect of biodiversity. 2. Potential biodiversity projects and grant process to be added to the agenda of the next meeting for discussion.
	20's Plenty	RES	<ol style="list-style-type: none"> 1. Stacy to discuss officer support for the 20's Plenty project with the Town Clerk. 2. Stacy to obtain relevant information from the previous 20's Plenty survey.
722	Items for the Newsletter	RES	Stacy to begin gathering information from Councillors for a future article on poverty.
723	Review of Spend Against Budget 2019/20	RES	<ol style="list-style-type: none"> 1. That Committee agree to the additional expenditure highlighted. 2. That funding of £1,100 for the refurbishment of boundary signs be allocated from next year's budget.
724	EA Tree Removal	RES	Councillor Hennessy to raise the matter of the use of wood following tree removal by the EA at the forthcoming subgroup meeting.
	SLDC Officer for Climate Change and Biodiversity	RES	Stacy to contact Dan Hudson to request an introduction to the SLDC Climate

	BT Engineers Building on Sandylands	RES	Change and Biodiversity officer once in place. Councillor Edwards to liaise with the Chair of the Planning Committee regarding compiling a list of unused buildings Committee would like to see removed.
	Explore Signs	RES	Decision on whether to insure Explore signs against damage to be made at the next meeting.

Project Manager Update – March 2020

Project	Update	Expected completion date
Kendal Castle Directional Signage	Signage now installed. PM plotting map of new signage for future maintenance checks.	Complete
Woolpack Yard	Signage Planning application now approved. Landlord agreement sent from solicitor, awaiting response. Ground Works CCC have now completed work to the setts and channels.	March 2020 Complete
Sandes Avenue Railings	PM seeking advice on who owns the railings outside Stramongate School. No definitive answer gained to date.	TBC
Prospect Terrace & Rosemary Hill Railings	Secure quote Co-ordinate contractor pending permission	Complete April 2020
Tree planter cladding	Prototype in place, order to follow pending committee permission.	March 2020
Ivy Screening	PM has gained proposals from 3 contractors based on the £6k budget and two identified locations. Contractors all agree Longpool would be best location for pilot project (pending a site visit). Liaised with CCC who estimate work on Longpool will be finished in March 2020. Site visit to be arranged with preferred contractor to finalise details and costs. Highways have confirmed permission and outlined potential conditions for installation. Arranging meeting with SLDC to discuss measurability of project.	May 2020
Kendal boundary signs	Development fund bid reduced to £1k as quotation process suggested complete refurb was more costly than initially thought. Quote sourced for grinding back rusted areas, priming and repainting.	March/April 2020
Kendal Leaflet Series	New walking leaflets now in circulation. Copy and image edits complete to combine Culture & Welcome leaflet. Final sign off expected from partners early April.	Complete Complete April 2020
Asset Plaques	Trial on 10 benches highlighted issue with adhesive. Screws on order and fixing will take place early Jan.	January 2020
Defib	BT consultation complete and link shared. Intention to adopt, if consultation feedback allow, stated to BT. Correct case sourced but on hold until adoption process is clarified.	March 2020

Project Manager Update – March 2020

Asset Plotting	Internal maintenance database to sit alongside public online maps now complete and ongoing maintenance schedule discussed with Pierre for this Winter/Spring 2020.	Complete
Bus shelter KTC vinyls	Print complete and Pierre briefed to install as soon as cleaning complete.	Complete
Biodiversity Meeting	Doddle poll complete and date set 21 st April PM to invite speakers and confirm format	
Kendal Castle Walkway	Secure permission from LSH Forward start date (weather permitting) to sign off paperwork	Complete March 2020
Burton Road Bus Shelter Enhancements	Secure permission from Highways PM tried to dovetail with existing CCC contractor in the area but not possible due to street works accreditation status of contractor.	Complete March 2020
Waitsfield Road Bus Stop Bench	Secure CC permission Order and arrange bench deliver Co-ordinate install	Complete Complete March 2020

BUDGETARY CONTROL STATEMENT: EXPENDITURE TO 31 JANUARY 2020

2019/20 Approved Budget	Heading	Actual to date	Commitments	Total to date	Budget Remaining
£		£	£	£	£
22,380	Environment:				
500	Staffing	18,650	3,730	22,380	0
	Somervell Garden Maintenance			0	500
22,880	Sub-Total:	18,650	3,730	22,380	500
	Highways & Infrastructure:				
2,700	Infrastructure Maintenance	1,809	539	2,348	352
2,500	Litter Bin Emptying	1,329		1,329	1,171
3,500	New Infrastructure	1,969	434	2,403	1,097
2,441	Lighting - running costs	2,441		2,441	0
11,141	Sub-Total:	7,547	973	8,520	2,621
34,021	Environment & Highways Total:	26,197	4,703	30,900	3,121
	Action Plan Projects Overseen by E&H:				
	(Programme approved 4 June 2018) updated 01 April 2019				
21,000	Green Wall Project	1,134		1,134	19,866
1,680	Signage Improvements	1,230		1,230	450
21,500	Blackhall Road Bus Shelter	20,437	942	21,379	121
5,000	Yard Signage	374	2,197	2,571	2,429
5,000	Kendal Castle Directional Signage	2,185		2,185	2,815
2,000	Fletcher Park Enhancements	500		500	1,500
5,000	Trim Trail Beck Community Centre (Cllr Hogg)			0	5,000
3,000	New Gates Hallgarth Play Area - SLDC led			0	3,000
6,993	Youth Activity Equipment (Community Group led)	6,993		6,993	0
5,000	Nobles Rest Entrance Improvements (Civic Soc led)			0	5,000
5,000	Carbon Neutrality			0	5,000
4,000	Planter Cladding			0	4,000
7,000	Kendal Leaflet Series	2,256	400	2,656	4,344
92,173	Action Plan Total:	35,109	3,539	38,648	53,525
	Environment Reserve				
1,638	(Parks, Gardens & Open Spaces):			0	1,638
1,638		0	0	0	1,638